

St Nicholas Parish: Finance Committee

Meeting 30th November 2021

Present Brian Devlin (Chair), Mary Rose (Secretary), Fr. Allen, Deacon Gary O'Brien.

Apologies from Deacon John Garvey

1. **Minutes of Last Meeting.** There had been no launch meeting for the Newman Community Centre (NCC) due to covid restrictions. Fr Allen reported it was being well used. People booking parties and previous users returning. As a result, there is a need for additional part time support staff to assist the Manager with the running of the Centre. Appointment should be made shortly. NCC now has its own bank account and the Centre Manager will, in due course, be responsible for income and expenditure and also reconciling on the Parish's Accounting system (OPAS). The Parish has paid some of the initial expenses. Any further matters arising will be dealt in the current agenda. The minutes were approved.
 2. **Account update.** An Income and Expenditure Report was tabled for 2021 to the end of October showing a small surplus to date. Whilst income has fallen from pre-pandemic levels in 2019, there is an improvement on 2020. Personnel wages have increased due to the opening of the NCC. The Chair will be taking over the administration of the Gift Aid scheme. The Small Donations Scheme claim has yet to be made. The 50/50 Club also seems to have made a small recovery.
 3. **Digital Plate** Some discussion took place around purchasing a system to allow Contactless or Online donations which is being used at some parishes in the Diocese. It was agreed, as a healthy amount is currently given via standing order and the cost of necessary equipment is significant, this would not be taken up at present but may be revisited in the future.
 4. **Telephone and Broadband.** The Parish has now changed supplier from Church Telecom to B.T. Improvement noted and the added bonus of not having to change Parish telephone number.
 5. **Equipment purchase.** It was agreed that a replacement PC and some ancillary equipment, for the NCC, would be purchased from the Diocesan supplier for approximately £700. The Diocese will provide IT support and ongoing maintenance at no further cost.
 6. **Car Park.** Concern was expressed at the increasing use of the car park by some commercial and other unauthorised vehicles. A range of options for preventing this, including the possibility of charging for the car parks use under certain circumstances, were discussed. Fr Allen agreed to prepare a Green Paper outlining various options for future discussions with interested parties.
 7. **Part time Posts.** Fr Allen identified a need for someone to be employed to look after the H&S requirements and oversee the general maintenance of the site. A Job Specification will be prepared with a view to a future appointment. There is also a need for professional help in the office, possibly half a day a week should suffice. This was agreed in principle and Fr Allen to discuss further with the Deanery as it may be possible for one person to be able to cover one or more parishes.
 8. **A.O.B.** The parish has been asked to 'Go Green', an inspection has taken place and the Diocese is happy with this. A quote has been received for solar panels on the presbytery. However further quotations are awaited to include the installation of panels on the roof of the church and the NCC. It was felt that replacing the gas heating in church with electric radiators may possibly be the best future heating option. It was agreed that re-decoration of the church should wait until alternative heating has been agreed and installed.
- There being no further business the meeting closed with a prayer at 21.35.